

**BOROUGH OF LAKEHURST
WORK SESSION/REGULAR MEETING
MAY 17, 2018
TENTATIVE AGENDA**

1. Approval of Minutes of May 3, 2018 Work Session/Regular Meeting
2. Payment of Bills
3. Resolution regarding raffles license for Lakehurst First Aid Squad
4. Resolution regarding “Click It or Ticket” program
5. Resolution regarding Chapter 159 for “Click It or Ticket” grant
6. Resolution approving Police Department Rules and Regulations
7. Resolution appointing Nonato Pineda, MD as Borough physician
8. Resolution appointing Brittany Hourigan as Class I police officer
9. Resolution regarding professional services contract for Max Spann for auction of properties
10. Resolution hiring Erika Higgins as lifeguard
11. Resolution regarding adjustment to utility account for Block 42, Lot 15
12. Resolution regarding adjustment to utility account for Block 37, Lot 10
13. Introduction and First Reading of Ordinance #18-06 entitled: “AN ORDINANCE OF THE BOROUGH OF LAKEHURST AMENDING CHAPTER II OF THE REVISED GENERAL ORDINANCES OF THE BOROUGH OF LAKEHURST, COUNTY OF OCEAN, STATE OF NEW JERSEY, ENTITLED “LAKEHURST FIRE DEPARTMENT”
14. Introduction and First Reading of Ordinance #18-07 entitled: “AN ORDINANCE OF THE BOROUGH OF LAKEHURST AMENDING CHAPTER II OF THE REVISED GENERAL ORDINANCES OF THE BOROUGH OF LAKEHURST, COUNTY OF OCEAN, STATE OF NEW JERSEY, ENTITLED “LAKEHURST FIRST AID SQUAD”
15. Introduction and First Reading of Ordinance #18-08 entitled: “AN ORDINANCE AUTHORIZING A SPECIAL EMERGENCY APPROPRIATION OF \$12,500 FOR THE PREPARATION OF A MASTER PLAN, AND AMENDMENTS RELATING THERETO”

16. Executive/Closed Session to discuss Personnel Matters/Contract Negotiations

Bernadette Dugan, RMC
Municipal Clerk

The Mayor and Council reserve the right to add or delete items from the agenda.

**RESOLUTION
MAY 17, 2018**

WHEREAS, the governing body of the Borough of Lakehurst, in the County of Ocean and State of New Jersey has carefully examined all vouchers presented to the Borough Clerk for payment of claims; finding all to be accurate and legitimate;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Lakehurst, County of Ocean, State of New Jersey that the bills list as presented in the amount of \$280,062.21 is hereby approved.

I, Bernadette Dugan, Municipal Clerk, of the Borough of Lakehurst, County of Ocean, State of New Jersey, do hereby certify that the above resolution was approved by the Mayor and Council at the meeting of May 17, 2018.

**Bernadette Dugan, RMC
Municipal Clerk**

P.O. Type: All
Range: First to Last
Format: Detail without Line Item Notes

Open: N Paid: N Void: N
Rcvd: Y Held: Y Aprv: N
Bid: Y State: Y Other: Y Exempt: Y

PO #	PO Date	Vendor	Amount	Charge Account	Contract Acct Type Description	PO Type	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice
17-00754	09/18/17	H0875 HERTRICH FLEET SERVICES, INC.									
1		2018 CHEVY SILVERADO 3500HD	33,000.00	X-08-01-570-001	B ACQUISITION OF A UTILITY TRUCK (17-07)	R		09/18/17	05/14/18		
2			3,478.63	X-08-00-995-201	B VARIOUS WATER-SEWER IMPROVEMENTS (16-06)	R		09/18/17	05/14/18		
			36,478.63								
17-00983	12/08/17	E0078 ESI EQUIPMENT, INC									
1		FD CORE SP 5240 28.5" SPREADER	6,657.00	7-01-25-125-242	B EQUIPMENT - NEW PURCHASES	R		12/14/17	05/14/18		
18-00110	02/08/18	F0041 FIRE COMPANIES									
1		QUARTERLY BILL WEBSITE ACCESS	89.97	8-01-25-125-299	B MISCELLANEOUS	R		02/08/18	05/14/18		
18-00179	02/28/18	M0034 MOTOROLA SOLUTIONS									
1		MOTOROLA APX6500Li MOBILE RADI	3,814.15	X-04-00-555-001	B AQUISITION OF POLICE VEHICLE (17-06)	R		02/28/18	05/14/18		
18-00210	03/14/18	M0034 MOTOROLA SOLUTIONS									
1		APX8000 DIGITAL PORTABLE RADIO	8,627.13	R-02-16-215-303	B 2017 966 GRANT	R		03/14/18	05/14/18		
18-00241	03/27/18	M0034 MOTOROLA SOLUTIONS									
1		MOTOROLA APX6500Li MOBILE RADI	3,766.86	X-04-00-556-001	B AQUISITION OF POLICE VEHICLE (18-02)	R		03/27/18	05/14/18		
2		OCEAN COUNTY SPECIAL DISCOUNT	47.29	X-04-00-555-001	B AQUISITION OF POLICE VEHICLE (17-06)	R		03/27/18	05/14/18		
			3,814.15								
18-00262	03/29/18	00256 OCEAN COUNTY JUDGES ASSOC									
1		JUDGE MURRAY DUES FOR 2018	100.00	8-01-43-201-299	B MISCELLANEOUS	R		03/29/18	05/14/18		
18-00272	04/03/18	F0001 FARRO'S TEES									
1		LARGE TEE SHIRTS	179.00	8-01-26-151-271	B UNIFORMS	R		04/03/18	05/14/18		
2		XL COLLAR SHIRTS	80.00	8-01-26-151-271	B UNIFORMS	R		04/03/18	05/14/18		
3		XL HOODIE SWEATSHIRTS	63.00	8-01-26-151-271	B UNIFORMS	R		04/03/18	05/14/18		
4		2XL TALL COLLAR SHIRTS	240.00	8-01-26-151-271	B UNIFORMS	R		04/03/18	05/14/18		
5		2XL TEE SHIRTS	109.50	8-01-26-151-271	B UNIFORMS	R		04/03/18	05/14/18		
6		2XL TALL TEE SHIRTS	74.75	8-01-26-151-271	B UNIFORMS	R		04/03/18	05/14/18		
7		3XL TALL TEE SHIRTS	79.75	8-01-26-151-271	B UNIFORMS	R		04/03/18	05/14/18		

PO #	PO Date	Vendor	Amount	Charge Account	Contract Acct Type Description	PO Type	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice
18-00272	04/03/18	F0001 FARRO'S TEES		Continued							
		8 HATS	190.80	8-01-26-151-271	B UNIFORMS		R	04/03/18	05/14/18		
			<u>1,016.80</u>								
18-00322	04/23/18	L0003 LAKEHURST HARDWARE									
		1 FIRE DEPT. INVOICE# 293640	29.95	8-01-25-125-211	B SUPPLIES		R	04/23/18	05/14/18		293640
		2 FIRE DEPT. INVOICE# 294095	13.99	8-01-25-125-211	B SUPPLIES		R	04/23/18	05/14/18		294095
			<u>43.94</u>								
18-00325	04/23/18	T0969 THIS & THAT UNIFORMS, LLC									
		1 BLAUER S/S SHIRT	70.00	8-01-25-127-272	B UNIFORM REPAIRS - REPLACE		R	04/23/18	05/14/18		20173362
		2 BLAUER WOOL PANTS W/ STRIPE	85.00	8-01-25-127-272	B UNIFORM REPAIRS - REPLACE		R	04/23/18	05/14/18		
		3 CLASS B 5.11 STRYKE PDU S/S	63.74	8-01-25-127-272	B UNIFORM REPAIRS - REPLACE		R	04/23/18	05/14/18		
		4 CLASS B 5.11 STRYKE PDU PANTS	63.74	8-01-25-127-272	B UNIFORM REPAIRS - REPLACE		R	04/23/18	05/14/18		
		5 LEATHER 2" DUTY BELT BASKETWEA	55.00	8-01-25-127-272	B UNIFORM REPAIRS - REPLACE		R	04/23/18	05/14/18		
			<u>337.48</u>								
18-00326	04/24/18	C0074 CUSTOM BANDAG, INC									
		1 MOUNT AND BALANCE	40.00	8-01-25-125-253	B MOTOR VEHICLE - TIRES		R	04/24/18	05/14/18		
		2 DISMOUNT	40.00	8-01-25-125-253	B MOTOR VEHICLE - TIRES		R	04/24/18	05/14/18		
		3 P265/70r17 TIRES	476.72	8-01-25-125-253	B MOTOR VEHICLE - TIRES		R	04/24/18	05/14/18		
		4 PASSENGER SCRAP TIRE	18.00	8-01-25-125-253	B MOTOR VEHICLE - TIRES		R	04/24/18	05/14/18		
			<u>574.72</u>								
18-00327	04/24/18	T0041 TOMS RIVER BD OF FIRE COMMISSO									
		1 BURN DRILL - 1ST FLOOR	150.00	8-01-25-125-284	B TRAINING & EDUCATION		R	04/24/18	05/14/18		
		2 5 INSTRUCTORS @ \$20.00 PER HR	300.00	8-01-25-125-284	B TRAINING & EDUCATION		R	04/24/18	05/14/18		
			<u>450.00</u>								
18-00331	04/25/18	S0054 SHRED ONE SECURITY CORP.									
		1 EXECUTIVE CONSOLE	47.70	8-01-25-127-299	B MISCELLANEOUS		R	04/25/18	05/14/18		198344
18-00332	04/25/18	H0626 HENDERSON LABS, J.R. INC.									
		1 LAB TESTS APRIL 2018	120.00	8-09-00-101-222	B CONTRACTUAL SERVICES		R	04/25/18	05/14/18		52851
18-00333	04/25/18	P0032 THE PARTS SHACK, LLC									
		1 7565 BATTERY - CORE RETURNED	102.82	8-01-26-147-299	B MISCELLANEOUS		R	04/25/18	05/14/18		246456

PO #	PO Date	Vendor	Amount	Charge Account	Contract Acct Type Description	PO Type Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice
18-00363	05/09/18	E0923 EDMUNDS & ASSOCIATES, INC.									
1		2018 MAINTENANCE AGREEMENT	2,205.00	8-01-20-107-222	B Tax Collector - Contractual Services		R	05/09/18	05/14/18		18-00328
2		FINANCE SHARE	3,308.00	8-01-20-103-222	B Finance - Contractual Services		R	05/09/18	05/14/18		18-00328
3		UTILITY SHARE	<u>2,316.00</u>	8-09-00-101-221	B SPECIAL CONSULTANT		R	05/09/18	05/14/18		18-00328
			7,829.00								
18-00370	05/11/18	U0071 U.S. POSTAL SERVICE									
1		POSTAGE FOR MAILING MACHINE	2,000.00	8-01-20-121-218	B Central Postage - Postage		R	05/11/18	05/14/18		
18-00371	05/11/18	B0019 BOLLINGER, INC. - DENTAL									
1		DENTAL INSURANCE 5/18	3,133.25	8-01-23-121-226	B Insurance - Dental		R	05/11/18	05/14/18		045058
18-00372	05/11/18	W0021 WESTERN PEST SERVICES									
1		PEST CONTROL SERVICE 5/18	110.00	8-01-26-113-222	B CONTRACTUAL SERVICES		R	05/11/18	05/14/18		4725549B
18-00373	05/11/18	N0136 NJ NATURAL GAS COMPANY									
1		ESC GAS BILL	758.48	8-01-31-165-269	B NATURAL GAS		R	05/11/18	05/14/18		
2		PW GARAGE GAS BILL	640.53	8-01-31-165-269	B NATURAL GAS		R	05/11/18	05/14/18		
3		COMMUNITY CENTER GAS BILL	258.87	8-01-31-165-269	B NATURAL GAS		R	05/11/18	05/14/18		
4		PD HQ GAS BILL	165.49	8-01-31-165-269	B NATURAL GAS		R	05/11/18	05/14/18		
5		BOROUGH HALL GAS BILL	<u>202.91</u>	8-01-31-165-269	B NATURAL GAS		R	05/11/18	05/14/18		
			2,026.28								
18-00374	05/11/18	N0029 TITAN, LLC									
1		BORO HALL WATER AND COOLER	12.00	8-01-26-113-299	B MISCELLANEOUS		R	05/11/18	05/14/18		
2		POLICE DEPT WATER AND COOLER	42.00	8-01-25-127-299	B MISCELLANEOUS		R	05/11/18	05/14/18		
3		PW GARAGE WATER AND COOLER	48.00	8-01-26-151-299	B MISCELLANEOUS		R	05/11/18	05/14/18		
4		BORO HALL DOWNSTAIRS WATER	<u>67.00</u>	8-01-20-107-299	B Tax Collector - Miscellaneous		R	05/11/18	05/14/18		
			169.00								
18-00375	05/11/18	P0022 SUN LIFE FINANCIAL									
1		LIFE INS BILL TO 6/1/18	176.31	8-01-23-121-227	B Insurance - Life Insurance		R	05/11/18	05/14/18		
18-00377	05/14/18	O0140 OCEAN COUNTY BOARD OF HEALTH									
1		ANIMAL SHELTER BILLING 4/18	32.00	8-01-27-139-299	B MISCELLANEOUS		R	05/14/18	05/14/18		
18-00378	05/14/18	L0040 LOWE'S									
1		BORO HALL REFURB	1,135.58	8-01-26-113-261	B PAINT & LUMBER		R	05/14/18	05/14/18		

PO #	PO Date	Vendor	Amount	Charge Account	Contract Acct Type Description	PO Type	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice
18-00392	05/14/18	V0855 VERIZON	6.55	8-01-31-164-275	B TELEPHONE		R	05/14/18	05/14/18		
1		PHONE BILL									
18-00393	05/14/18	C0060 COMCAST CABLE	85.89	8-01-31-164-275	B TELEPHONE		R	05/14/18	05/14/18		
1		PUBLIC WORKS CABLE MODEM									
18-00394	05/14/18	W0030 WEX BANK	2,619.06	8-01-31-160-265	B GASOLINE		R	05/14/18	05/14/18		54140950
1		WAWA GAS CHARGES APRIL 2018									
18-00395	05/14/18	R0158 REMINGTON, VERNICK & VENA	917.50	X-08-01-565-001	B WATER MAIN IMPROVEMENTS (17-04)		R	05/14/18	05/14/18		1514T104-2
1		NJEIT WATERMAIN REPLACEMENT									
18-00396	05/14/18	R0158 REMINGTON, VERNICK & VENA	2,106.50	X-08-01-565-001	B WATER MAIN IMPROVEMENTS (17-04)		R	05/14/18	05/14/18		1514U069-14
1		NJEIT WATERMAIN REPLACEMENT									
18-00397	05/14/18	R0158 REMINGTON, VERNICK & VENA	1,023.00	R-02-00-223-002	B NJDOT - Pine Street Sidwalks & Curbs		R	05/14/18	05/14/18		1514U070-11
1		PINE ST CURB & SIDEWALK RECON.									
18-00398	05/14/18	R0158 REMINGTON, VERNICK & VENA	250.00	X-04-00-548-002	B LAKE DAM & OTHER RECREATION		R	05/14/18	05/14/18		1514U071-6
1		PLAYGROUND EQUIP. LAKE HORICON									
18-00399	05/14/18	R0158 REMINGTON, VERNICK & VENA	1,891.00	R-02-00-223-002	B NJDOT - Pine Street Sidwalks & Curbs		R	05/14/18	05/14/18		1514U072-2
1		PINE ST CURB & SIDEWALK RECON.									
18-00400	05/14/18	R0158 REMINGTON, VERNICK & VENA	1,007.00	8-01-20-119-232	B ENGINEERING SERVICES		R	05/14/18	05/14/18		1514T103-3
1		GENERAL ENGINEERING THRU 4/18									
18-00402	05/14/18	U0005 UNIFIRST CORPORATION	723.90	8-09-00-101-271	B UNIFORMS		R	05/14/18	05/14/18		
1		PW UNIFORM CLEANING 4/18									
18-00403	05/14/18	B9112 B & K EQUIPMENT SERVICES									
1		PETERBILT T4 REGEN CODE SCAN	110.00	8-01-26-147-254	B SANITATION VEHICLE MAINT/REP		R	05/14/18	05/14/18		23240
2		CAT BACK HOE FULL SERVICE PM	550.76	8-01-26-147-256	B PUBLIC WKS VEHICLE MAINT/REP		R	05/14/18	05/14/18		23303
3		SEWER TRUCK FULL SERVICE PM	226.03	8-01-26-147-256	B PUBLIC WKS VEHICLE MAINT/REP		R	05/14/18	05/14/18		23302
4		FREIGHTLINER FULL SERVICE PM	216.49	8-01-26-147-256	B PUBLIC WKS VEHICLE MAINT/REP		R	05/14/18	05/14/18		23301
5		1995 DUMP TRUCK FULL SRVC PM	945.04	8-01-26-147-256	B PUBLIC WKS VEHICLE MAINT/REP		R	05/14/18	05/14/18		23304
6		CAT BACKHOE REPAIR PARKING	117.05	8-01-26-147-256	B PUBLIC WKS VEHICLE MAINT/REP		R	05/14/18	05/14/18		23334
7		2010 PETERBILT FULL SERVICE PM	572.14	8-01-26-147-254	B SANITATION VEHICLE MAINT/REP		R	05/14/18	05/14/18		23333

May 14, 2018
03:35 PM

Borough of Lakehurst
Bill List By P.O. Number

Page No: 7

PO #	PO Date	Vendor	Amount	Charge Account	Contract Acct	PO Type Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice
18-00403	05/14/18	B9112		B & K EQUIPMENT SERVICES	Continued						
		8 MACK TRUCK FULL SERVICE PM	<u>354.10</u>	8-01-26-147-254		B SANITATION VEHICLE MAINT/REP	R	05/14/18	05/14/18		23335
			3,091.61								

Total Purchase Orders: 56 Total P.O. Line Items: 98 Total List Amount: 194,477.50 Total Void Amount: 0.00

Totals by Year-Fund							
Fund Description	Fund	Budget Rcvd	Budget Held	Budget Total	Revenue Total	G/L Total	Total
CURRENT FUND APPROPRIATIONS	7-01	6,657.00	0.00	6,657.00	0.00	0.00	6,657.00
CURRENT FUND APPROPRIATIONS	8-01	43,133.18	0.00	43,133.18	0.00	0.00	43,133.18
WATER & SEWER OPERATING	8-09	85,760.46	0.00	85,760.46	0.00	0.00	85,760.46
ANIMAL CONTROL FUND	8-15	4.80	0.00	4.80	0.00	0.00	4.80
Year Total:		128,898.44	0.00	128,898.44	0.00	0.00	128,898.44
	R-02	11,541.13	0.00	11,541.13	0.00	0.00	11,541.13
GENERAL CAPITAL IMPROVEMENTS	X-04	7,878.30	0.00	7,878.30	0.00	0.00	7,878.30
UTILITY CAPITAL	X-08	39,502.63	0.00	39,502.63	0.00	0.00	39,502.63
Year Total:		47,380.93	0.00	47,380.93	0.00	0.00	47,380.93
Total of All Funds:		194,477.50	0.00	194,477.50	0.00	0.00	194,477.50

P.O. Type: All
Range: First to Last
Format: Detail without Line Item Notes

Open: N Paid: N Void: N
Rcvd: Y Held: Y Aprv: N
Bid: Y State: Y Other: Y Exempt: Y

PO #	PO Date	Vendor	Amount	Charge Account	Contract Acct Type Description	PO Type	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice
18-00388	05/14/18	00141 OCEAN COUNTY MUNICIPAL JIF									
1	2018	2ND INSTALLMENT GENLIA	32,445.37	8-01-23-120-224	B INSURANCE - LIABILITY		R	05/14/18	05/14/18		OCE286-2018SA
2	2018	2ND INSTALLMENT GENLIA	8,156.92	8-09-00-101-228	B INSURANCE - OTHER		R	05/14/18	05/14/18		OCE286-2018SA
3	2018	2ND INSTALLMENT W/C	35,918.86	8-01-23-122-224	B INSURANCE-WORKERS COMPENSATION		R	05/14/18	05/14/18		OCE286-2018SA
4	2018	2ND INSTALLMENT W/C	9,063.56	8-09-00-101-228	B INSURANCE - OTHER		R	05/14/18	05/14/18		OCE286-2018SA
			85,584.71								

Total Purchase Orders: 1 Total P.O. Line Items: 4 Total List Amount: 85,584.71 Total Void Amount: 0.00

Totals by Year-Fund							
Fund Description	Fund	Budget Rcvd	Budget Held	Budget Total	Revenue Total	G/L Total	Total
CURRENT FUND APPROPRIATIONS	8-01	68,364.23	0.00	68,364.23	0.00	0.00	68,364.23
WATER & SEWER OPERATING	8-09	17,220.48	0.00	17,220.48	0.00	0.00	17,220.48
Total of All Funds:		<u>85,584.71</u>	<u>0.00</u>	<u>85,584.71</u>	<u>0.00</u>	<u>0.00</u>	<u>85,584.71</u>

**RESOLUTION
MAY 17, 2018**

WHEREAS, the Lakehurst First Aid Squad, Inc. has applied for a Raffle License to conduct one on-premise draw raffle (50/50 cash raffle) scheduled for July 3, 2018 with a rain date of July 6, 2018, **and**,

WHEREAS, the Statement of Findings and Determinations shows no reason why these licenses should not be issued.

NOW, THEREFORE, BE IT RESOLVED by the governing body of the Borough of Lakehurst, County of Ocean, State of New Jersey that the Raffle License for the Lakehurst First Aid Squad, Inc. is hereby approved.

I, Bernadette Dugan, Municipal Clerk of the Borough of Lakehurst, County of Ocean, State of New Jersey, hereby certify that the above resolution was approved by the governing body at the meeting of May 17, 2018.

**Bernadette Dugan, RMC/CPM
Municipal Clerk**

**RESOLUTION
MAY 17, 2018**

WHEREAS, there were 626 motor vehicle fatalities in New Jersey in 2017,
and

WHEREAS, a large percentage of the motor vehicle occupants killed in traffic crashes were not wearing a seat belt, **and**

WHEREAS, use of a seat belt remains the most effective way to avoid death or serious injury in a motor vehicle crash, **and**

WHEREAS, the National Highway Traffic Safety Administration estimates that 135,000 lives have been saved by safety belt usage nationally between 1975 – 2000, **and**

WHEREAS, the State of New Jersey will participate in the nationwide *Click It or Ticket* safety belt mobilization from May 21 – June 3, 2018 in an effort to raise awareness and increase seat belt usage through a combination of enforcement and education, **and**

WHEREAS, the Division of Highway Traffic Safety has set a goal of increasing the seat belt usage rate in the state from the current level of 94% to 95.5%, **and**

WHEREAS, each further increase in seat belt usage in New Jersey will save lives on our roadways.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Lakehurst, County of Ocean, State of New Jersey that the Borough of Lakehurst declares its support for the *Click It or Ticket* seat belt mobilization both locally and nationally from May 21 – June 3, 2018 and pledges to increase awareness of the mobilization and the benefits of safety belt use.

I, Bernadette Dugan, Municipal Clerk, of the Borough of Lakehurst, County of Ocean, State of New Jersey, do hereby certify that the above resolution was approved by the Mayor and Council at the meeting of May 17, 2018.

**Bernadette Dugan, RMC/CPM
Municipal Clerk**

**RESOLUTION
MAY 17, 2018**

**RESOLUTION PROVIDING FOR THE INSERTION OF A SPECIAL ITEM OF REVENUE IN
THE BUDGET OF THE BOROUGH OF LAKEHURST PURSUANT TO N.J.S.A. 40A:4-87
(CHAPTER 159, P.L. 1948)**

WHEREAS, N.J.S.A. 40A:4-87 provides that the Director of the Division of Local Government Services may approve the insertion of any such item of revenue in the budget of the county or municipality when such item shall have been made available by law and the amount was not determined at the time of the adoption of the budget, and

WHEREAS, the Director may also approve the insertion of any item of appropriation for equal amount,

NOW, THEREFORE, BE IT RESOLVED that the Borough Council of the Borough of Lakehurst, in the County of Ocean, New Jersey, hereby requests the Director of the Division of Local Government Services to approve the insertion of an item of revenue in the budget of the year 2018 which item is now available as a revenue from monies held pursuant to the provisions of statute.

Click It or Ticket - 2018 Seat Belt Mobilization	\$5,500.00
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BE IT FURTHER RESOLVED that a like sum of \$5,500.00 and the same is hereby appropriated under the following captions:

Click It or Ticket - 2018 Seat Belt Mobilization	\$5,500.00
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AND, BE IT FURTHER RESOLVED that the Chief Financial Officer shall submit one copy of the Certification for State and Federal Grants to the Director of the Division of Local Government Services for approval.

I, Bernadette Dugan, Municipal Clerk, of the Borough of Lakehurst, County of Ocean, State of New Jersey, do hereby certify that the above resolution was approved by the Mayor and Council at the meeting of May 17, 2018.

**Bernadette Dugan, RMC/CPM
Municipal Clerk**

**RESOLUTION
MAY 17, 2018**

WHEREAS, as part of the Lakehurst Police Department's comprehensive accreditation process, the Department and appropriate authority have determined that the need exists to approve updated Lakehurst Police Department Rules and Regulations, **and**

WHEREAS, on the advice and approval of the Chief of Police and appropriate authority, the governing body is requested to approve these rules and regulations;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Lakehurst, County of Ocean, State of New Jersey that the Lakehurst Police Department Rules and Regulations are hereby approved.

I, Bernadette Dugan, Municipal Clerk, of the Borough of Lakehurst, County of Ocean, State of New Jersey, do hereby certify that the above resolution was approved by the Mayor and Council at the meeting of May 17, 2018.

**Bernadette Dugan, RMC/CPM
Municipal Clerk**

**RESOLUTION
MAY 17, 2018**

WHEREAS, the need exists to appoint a Borough physician, **and**

WHEREAS, funds are available for this purpose;

WHEREAS, the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) requires that the resolution authorizing the award of contracts for "Professional Services" without competitive bids must be publicly advertised, and the contract itself must be available for public inspection.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Lakehurst, County of Ocean, State of New Jersey, as follows:

That Nonato Pineda, MD is appointed to provide pre-employment physical examinations for 2018 at a rate of \$95.00 per examination not to exceed \$1,000.00, subject to full appropriation in 2018 Municipal Budget.

This contract is awarded without competitive bidding as "Professional Services: under the provisions of the Local Public Contracts Law because the above-named individual is highly experienced in his specific area of expertise, and, in the opinion of the Mayor and Council of the Borough of Lakehurst, can best provide the appropriate services for the Borough of Lakehurst.

I, Bernadette Dugan, Municipal Clerk, of the Borough of Lakehurst, County of Ocean, State of New Jersey, do hereby certify that the above resolution was approved by the Mayor and Council at the meeting of May 17, 2018.

**Bernadette Dugan, RMC/CPM
Municipal Clerk**

**RESOLUTION
MAY 17, 2018**

WHEREAS, the need exists to appoint a Special Police Officer Class I, **and**

WHEREAS, Brittany Hourigan has applied for the vacant position, **and**

WHEREAS, Chief Higgins has recommended the appointment of Brittany Hourigan as a Special Police Officer Class I.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Lakehurst, County of Ocean, State of New Jersey that Brittany Hourigan is hereby appointed as a Special Police Officer Class I with the Lakehurst Police Department at \$ 8.60 per hour, effective June 1, 2018.

I, Bernadette Dugan, Municipal Clerk, of the Borough of Lakehurst, County of Ocean, State of New Jersey, do hereby certify that the above resolution was approved by the Mayor and Council at the meeting of May 17, 2018.

**Bernadette Dugan, RMC/CPM
Municipal Clerk**

**RESOLUTION
MAY 17, 2018**

WHEREAS, the governing body is desirous of entering into an agreement for auction services for the auction of the property designated as Block 46; Lots 3.01, 3.02, and 3.03, **and**

WHEREAS, the funds are available for this purpose;

WHEREAS, the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) requires that the resolution authorizing the award of contracts for "Professional Services" without competitive bids must be publicly advertised, and the contract itself must be available for public inspection.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Lakehurst, County of Ocean, State of New Jersey, as follows:

That Max Spann R.E. and Auction Company, P. O. Box 4992, Clinton, New Jersey 08809 is hereby appointed to provide auction services for the above referenced property.

Compensation for said auction services: Max Spann R.E. and Auction Company will charge a buyer's premium of ten percent added to the sales price to be paid by the purchaser

This contract is awarded without competitive bidding as "Professional Services: under the provisions of the Local Public Contracts Law because the above-named individual is highly experienced in his specific area of expertise, and, in the opinion of the Mayor and Council of the Borough of Lakehurst, can best provide the appropriate services for the Borough of Lakehurst.

I, Bernadette Dugan, Municipal Clerk of the Borough of Lakehurst, County of Ocean, State of New Jersey, do hereby certify that the above resolution was approved by the Mayor and Council at the meeting of May 17, 2018.

**Bernadette Dugan, RMC
Municipal Clerk**

**RESOLUTION
MAY 17, 2018**

WHEREAS, the Borough of Lakehurst is in need of the services of lifeguards for the summer season at Lake Horicon, **and**

WHEREAS, Erika Higgins has applied for the position of lifeguard and has completed all required certification courses.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Lakehurst, County of Ocean, State of New Jersey that Erika Higgins be appointed as a lifeguard at a salary of \$11.85 per hour, effective May 26, 2018.

I, Bernadette Dugan, Municipal Clerk of the Borough of Lakehurst, County of Ocean, State of New Jersey do hereby certify that the above resolution was approved by the Mayor and Council at the meeting of May 17, 2018.

**Bernadette Dugan, RMC/CPM
Municipal Clerk**

**RESOLUTION
MAY 17, 2018**

WHEREAS, the owner of the property designated as Block 42, Lot 15 had contacted the Borough after the first quarter utility bill indicated high usage, **and**

WHEREAS, the property owner has requested an adjustment to the sewer portion of the bill as a leak was discovered and the excess water had not been discharged into the sewer; **and**

WHEREAS, Utility Collector Renee James has calculated the adjustment for the excess sewer usage amount to be deducted is \$230.98.

NOW, THEREFORE, BE IT RESOLVED that the Mayor and Council of the Borough of Lakehurst, County of Ocean, State of New Jersey hereby authorize that the utility account for Block 42; Lot 15 be adjusted in the amount of \$230.98.

I, Bernadette Dugan, Municipal Clerk, of the Borough of Lakehurst, County of Ocean, State of New Jersey, do hereby certify that the above resolution was approved by the Mayor and Council at the meeting of May 17, 2018.

**Bernadette Dugan, RMC/CPM
Municipal Clerk**

**RESOLUTION
MAY 17, 2018**

WHEREAS, the owner of the property designated as Block 37, Lot 10 had contacted the Borough after the first quarter utility bill indicated high usage, **and**

WHEREAS, the property owner has requested an adjustment to the sewer portion of the bill as a leak was discovered and the excess water had not been discharged into the sewer; **and**

WHEREAS, Utility Collector Renee James has calculated the adjustment for the excess sewer usage amount to be deducted is \$83.18.

NOW, THEREFORE, BE IT RESOLVED that the Mayor and Council of the Borough of Lakehurst, County of Ocean, State of New Jersey hereby authorize that the utility account for Block 37; Lot 10 be adjusted in the amount of \$83.18.

I, Bernadette Dugan, Municipal Clerk, of the Borough of Lakehurst, County of Ocean, State of New Jersey, do hereby certify that the above resolution was approved by the Mayor and Council at the meeting of May 17, 2018.

**Bernadette Dugan, RMC/CPM
Municipal Clerk**

ORDINANCE

“AN ORDINANCE OF THE BOROUGH OF LAKEHURST AMENDING CHAPTER II OF THE REVISED GENERAL ORDINANCES OF THE BOROUGH OF LAKEHURST, COUNTY OF OCEAN, STATE OF NEW JERSEY, ENTITLED "LAKEHURST FIRE DEPARTMENT”

18-06

BE IT ORDAINED by the Mayor and Borough Council of the Borough of Lakehurst, County of Ocean, State of New Jersey, as follows:

2-20 FIRE DEPARTMENT

2-20.1 Recognition

The Lakehurst Volunteer Fire Company No. 1 (hereby referred to as the Fire Department) is hereby recognized as the Fire Department of the Borough of Lakehurst. Its members and officers are recognized as public officials of the Borough of Lakehurst and as such, are accountable to the Mayor and Council for its operations.

2-20. 2 Duties and Responsibilities of the Fire Department

- a. The Fire Department shall be responsible for all fire suppression activities in the Borough and is under the direction of the Fire Chief.
- b. The Fire Department shall interact with other local agencies and departments (Police Department, Office of Emergency Management, First Aid Squad, etc.) as well as County, State, and Federal agencies in order to provide fire protection.
- c. The Fire Department is organized under the laws of the State of New Jersey as a non-profit corporation existing to serve the public in a public trust. The Fire Department shall be responsible for its own organization as deemed appropriate under the New Jersey Division of Fire Safety, including administration, elections, training, record-keeping, financial reporting, and social functions. It shall also keep and maintain the building, grounds, equipment and other contents in its section of the Emergency Services Complex.
- d. The Fire Department shall elect its own administrative officers to conduct such business as required to fulfill its obligations as a non-profit corporation.
- e. The Fire Department shall provide an annual accounting of all financial expenditures, performed by an independent Certified Public Accountant, relating to the Borough's annual donation. Said report shall be provided to the Municipal Clerk no later than August 1 of the following year. Failure to provide this accounting may result in loss of funding.

f. It shall be unlawful for anyone to possess or use alcoholic beverages in, on or around the Fire Department apparatus or in, on or around the building and grounds known as the Emergency Services Complex without the written approval by the Mayor and Council (the Governing Body). Such approval may be given for hall rentals or for special purposes only for specific dates and hours and with other limitations or restrictions which the Governing Body may deem appropriate.

g. The Fire Department shall assist the Municipal Emergency Management Coordinator in the establishment and updating of written plans to protect the citizens of Lakehurst during a disaster.

h. All fire investigations involving loss of life, serious injury, or significant property damage shall be investigated by the Fire Official or his designee and the Lakehurst Police Department in compliance with NJAC 5:18A-3.3.

i. All Fire Department operations shall be conducted in a manner consistent with the intent of all provisions of the National Fire Code and standards of the National Fire Protection Association.

2-20.3 Fire Department Line Authority

a. The Fire Department shall elect its own line officers who shall be responsible for all firematic activities in the Borough. These activities include, but are not limited to, suppression, training, education, certification, and apparatus maintenance. All line officers shall be Lakehurst residents.

b. The Fire Chief, Assistant Chief and other line officers shall be elected on the basis of their fitness for duty, including training, certification, education and experience. As public officials of the Borough of Lakehurst, all line officers shall be under the direction of the Mayor and Council and shall be duly sworn. Such direction shall be administrative in nature and is not meant to grant any line authority over Fire Department officers during Fire Department operations.

c. The Fire Chief shall be responsible for all Fire Department apparatus and equipment. The Fire Chief shall make regular reports to the Mayor and Council on the operations of the Department and the status of the equipment and apparatus.

d. The Fire Chief shall be responsible for all training, certification, education and the record-keeping of such documents for all members.

e. The Fire Chief shall be responsible for the actions of all Fire Department members on any Fire Department operation.

f. The Fire Chief may establish rules and regulations as necessary in order to provide for efficient departmental operations.

g, A copy of the Rules and Regulations, as well as a copy of the Fire Department's Constitution and By-Laws shall be on file with the Municipal Clerk and updated as necessary. Additionally, each year a recall roster and membership roster shall be provided to the Clerk. Any changes to the roster during the year are to be promptly reported.

2-20.4 Membership Requirements

a. Anyone desiring to join the Fire Department and the Lakehurst Firemen's Relief Association shall meet the following conditions:

1. Submission of completed application as required by the Fire Department. Every application shall contain a waiver authorizing the Police Department to conduct a criminal background check from government and private agencies. Following a successful background check, the application must be approved by the Governing Body.
2. All applicants shall be a minimum of eighteen (18) years of age.
3. All applicants shall be a resident of the Borough of Lakehurst. Any applicant not a resident may request a residency waiver by the Governing Body, with justification as to why such a waiver should be granted.
4. Filing of any other required applications and forms with the Fire Chief.
5. Ability to read and write the English language.
6. Physical capability of performing firefighter activities.
7. Possession of a valid New Jersey driver's license if assigned as a Driver-Operator.
8. Have no criminal misdemeanor convictions for the past three (3) years or: if having been convicted and then incarcerated, have no criminal convictions for the past five (5) years from the date of completion of the sentence. For any felony convictions the term is ten (10) years. For any convictions of a sexual nature or registration under Meghan's Law, no application will be considered.
9. Other qualifications as may be required by the Lakehurst Fire Department.

a. Any Fire Department member who no longer complies with qualifications and/or requirements as stated in the provisions of this ordinance shall be suspended immediately as a member of the Fire Department. Unless an exception is granted by the Governing Body, for extenuating circumstances, such suspension shall be considered

absolute. An exception may be granted, depending on circumstances, only for good cause and a demonstration that the benefits to the Fire Department and the Borough of Lakehurst outweigh the detriment. Upon proof the deficiency has been rectified, the individual may be reinstated by the Governing Body. Any suspension lasting one (1) year will result in termination from the Fire Department. Said individual may then re-apply as a new member if qualifications for new membership are met.

b. The Fire Department may establish its own rules and regulations for membership, provided such rules do not conflict with the Borough Employee Handbook regarding discriminations, code of conduct, etc.

Severability

All ordinances or parts of ordinances that are in conflict herewith are hereby repealed to the extent of such conflict or inconsistency. If any part of this ordinance shall be held to be invalid, such part shall be deemed to be severable and the invalidity thereof shall not affect the remaining parts of this ordinance.

Effective date

This ordinance shall take effective immediately upon final passage and publication as required by law.

Harry Robbins, Mayor

NOTICE IS HEREBY GIVEN that the foregoing ordinance was introduced and passed on first reading at the regular meeting of the governing body of the Borough of Lakehurst, County of Ocean, and State of New Jersey, held on the seventeenth day of May 2018 and that said ordinance will be considered for final passage at the meeting of said governing body to be held at the Community Center, Center Street, Lakehurst, New Jersey on the seventh day of June 2018 at 7:30 p.m. or as soon thereafter as said matter may be reached, at which time and place any person desiring to be heard shall be given opportunity to be heard.

Bernadette Dugan, RMC/CPM
Municipal Clerk

ORDINANCE

“AN ORDINANCE OF THE BOROUGH OF LAKEHURST AMENDING CHAPTER II OF THE REVISED GENERAL ORDINANCES OF THE BOROUGH OF LAKEHURST, COUNTY OF OCEAN, STATE OF NEW JERSEY, ENTITLED "LAKEHURST FIRST AID SQUAD”

18-07

BE IT ORDAINED by the Mayor and Borough Council of the Borough of Lakehurst, County of Ocean, State of New Jersey, as follows:

2-31.1 LAKEHURST FIRST AID

2-3.1 Recognition. The Lakehurst First Aid Squad, Inc. (the First Aid Squad) is hereby recognized as the First Aid Squad for the Borough of Lakehurst (the Borough), and its members and officers as public officials of the Borough of Lakehurst and as such, are accountable to the Mayor and Council for all operations.

2-31.2 Duties and Responsibilities of the First Aid Squad

- a. The First Aid Squad shall be responsible for all emergency medical services (EMS) in the Borough and is under the direction of the First Aid Captain.
- b. The First Aid Squad shall interact with other local agencies and departments (Police Department, Office of Emergency Management, Fire Department, etc.) as well as County, State, and Federal agencies in order to provide emergency medical services (EMS).
- c. The First Aid Squad is organized under the laws of the State of New Jersey as a non-profit corporation existing to serve the public in a public trust. The First Aid Squad shall be responsible for its own organization as deemed appropriate under the New Jersey Department of Health, including administration, elections, training, record-keeping, financial reporting, and social functions. It shall also keep and maintain the building, grounds, equipment and other contents in its section of the Emergency Services Complex.
- d. The First Aid Squad shall elect its own administrative officers to conduct such business as required to fulfill its obligations as a non-profit corporation.
- e. The First Aid Squad shall provide an annual accounting of all financial expenditures, performed by an independent Certified Public Accountant, relating to the Borough's annual donation. Said report shall be provided to the Municipal Clerk no later than August 1 of the following year. Failure to provide this accounting may result in loss of funding.

f. It shall be unlawful for anyone to possess or use alcoholic beverages in, on or around the First Aid Squad apparatus or in, on or around the building and grounds known as the Emergency Services Complex without the written approval by the Mayor and Council (the Governing Body). Such approval may be given for hall rentals or for special purposes only for specific dates and hours and with other limitations or restrictions which the Governing Body may deem appropriate.

g. The First Aid Squad shall assist the Municipal Emergency Management Coordinator in the establishment and updating of written plans to protect the citizens of Lakehurst during a disaster.

h. All First Aid Squad operations shall be conducted in a manner consistent with the intent of all provisions of the Emergency Medical Technician standards of the State of New Jersey.

2-31.3 First Aid Squad Line Authority

a. The First Aid Squad shall elect its own line officers who shall be responsible for all EMS activities in the Borough. These activities include, but are not limited to, first aid calls and responses, training, education, certification and apparatus maintenance. All line officers shall be Lakehurst residents.

b. The First Aid Captain and other line officers shall be elected on the basis of their fitness for duty, including training, certification, education and experience. As public officials of the Borough of Lakehurst, all line officers shall be under the direction of the Mayor and Council and shall be duly sworn. Such direction shall be administrative in nature and is not meant to grant any line authority over First Aid Squad officers during First Aid Squad operations.

c. The Captain shall be responsible for all Squad apparatus and equipment. The Captain shall make regular reports to the Mayor and Council on the operations of the Department and the status of the equipment and apparatus.

d. The Captain shall be responsible for all training, certification, education and the record-keeping of such documents for all members.

e. The Captain shall be responsible for the actions of all First Aid Squad members on any First Aid Squad response.

f. The Captain may establish rules and regulations as necessary in order to provide for efficient departmental operations.

g. A copy of the Rules and Regulations, as well as a copy of the First Aid Squad's Constitution and By-Laws shall be on file with the Municipal Clerk, and updated as necessary. Additionally, each year a recall roster and membership roster shall be

provided to the Clerk. Any changes to the roster during the year are to be promptly reported.

2-31.5 Membership in the Lakehurst First Aid Squad, Inc.

Membership in the First Aid Squad shall consist of the following:

1. Submission of completed application as required by the First Aid Squad. Every application shall contain a waiver authorizing the Police Department to conduct a criminal background check from government and private agencies. Following a successful background check, the application must be approved by the Governing Body.
2. All applicants shall be a minimum of eighteen (18) years of age, unless Cadet status of at least sixteen (16) years of age.
3. All applicants shall be a resident of the Borough of Lakehurst. Any applicant not a resident may request a residency waiver by the Governing Body, with justification as to why such a waiver should be granted.
4. Filing of any other required applications and forms with the Captain.
5. Ability to read and write the English language.
6. Physical capability of performing EMS activities.
7. Possession of a valid New Jersey driver's license if assigned as a Driver-Operator.
8. Have no criminal misdemeanor convictions for the past three (3) years or: if having been convicted and then incarcerated, have no criminal convictions for the past five (5) years from the date of completion of the sentence. For any felony convictions the term is ten (10) years. For any convictions of a sexual nature or registration under Meghan's Law, no application will be considered.
9. Other qualifications as may be required by the First Aid Squad.
 - a. Any First Aid Squad member who no longer complies with qualifications and/or requirements as stated in the provisions of this ordinance shall be suspended immediately as a member of the First Aid Squad. Unless an exception is granted by the Governing Body, for extenuating circumstances, such suspension shall be considered absolute. An exception may be granted, depending on circumstances, only for good cause and a demonstration that the benefits to the First Aid Squad and the Borough of Lakehurst outweigh the detriment. Upon proof the deficiency has been rectified, the individual may be reinstated by the Governing Body. Any suspension lasting one (1)

year will result in termination from the First Aid Squad. Said individual may then re-apply as a new member if qualifications for new membership are met.

b. The First Aid Squad may establish its own rules and regulations for membership, provided such rules do not conflict with the Borough Employee Handbook regarding discriminations, code of conduct, etc.

Severability

All ordinances or parts of ordinances that are in conflict herewith are hereby repealed to the extent of such conflict or inconsistency. If any part of this ordinance shall be held to be invalid, such part shall be deemed to be severable and the invalidity thereof shall not affect the remaining parts of this ordinance.

Effective date

This ordinance shall take effective immediately upon final passage and publication as required by law.

Harry Robbins, Mayor

NOTICE IS HEREBY GIVEN that the foregoing ordinance was introduced and passed on first reading at the regular meeting of the governing body of the Borough of Lakehurst, County of Ocean, and State of New Jersey, held on the seventeenth day of May 2018 and that said ordinance will be considered for final passage at the meeting of said governing body to be held at the Community Center, Center Street, Lakehurst, New Jersey on the seventh day of June 2018 at 7:30 p.m. or as soon thereafter as said matter may be reached, at which time and place any person desiring to be heard shall be given opportunity to be heard.

Bernadette Dugan, RMC/CPM
Municipal Clerk

**“AN ORDINANCE AUTHORIZING A SPECIAL
EMERGENCY APPROPRIATION OF \$12,500
FOR THE PREPARATION OF A MASTER
PLAN, AND AMENDMENTS RELATING
THERETO.”**

ORDINANCE NO. 2018-08

WHEREAS, N.J.S.A. 40A:4-53(d) provides for a municipality to adopt by Ordinance special emergency appropriations for the engagement of special consultants for the preparation, re-examination and updates of master plans when required to conform to the planning laws of the State of New Jersey; **and**

WHEREAS, the Borough Council of the Borough of Lakehurst has determined and does hereby authorize a special emergency appropriation in an amount not to exceed \$12,500 to fund the preparation of an update to the Borough’s Master Plan; **and**

WHEREAS, to finance the appropriation authorized by this ordinance, special emergency notes of the Borough shall be authorized by a resolution of the Borough Council to be adopted in accordance with the provisions of N.J.S.A. 40A:4-55.

NOW, THEREFORE, BE IT ORDAINED, by the Borough Council of the Borough of Lakehurst as follows:

SECTION 1.

a. In accordance with N.J.S.A. 40A:4-53(d), a special emergency appropriation is hereby authorized for the purpose of carrying out the re-examination and revision of the Borough of Lakehurst Master Plan as mandated by N.J.S.A. 40A:55D-89 and shall be deemed a special emergency appropriation in the amount of \$12,500.

b. The authorization to finance the appropriation shall be provided for in succeeding annual budgets by the inclusion of at least one-fifth (1/5) the amount authorized by this ordinance and as provided in N.J.S.A. 40A:55.

SECTION 2. That two (2) certified copies of this ordinance be filed with the Director of the Division of Local Government Services.

SECTION 3. This Ordinance shall take effect immediately upon final passage and publication in accordance with law.

SECTION 4: This ordinance shall take effect after second reading and publication as required by law.

Hon. Harry Robbins

Mayor

NOTICE

NOTICE IS HEREBY GIVEN that the foregoing ordinance was introduced and passed on first reading at the regular meeting of the governing body of the Borough of Lakehurst, County of Ocean, and State of New Jersey, held on the 17th day of May 2018 and that said ordinance will be considered for final passage at the meeting of said governing body to be held at the Community Center, Center Street, Lakehurst, New Jersey on the 7th day of June, 2018 at 7:30 p.m. or as soon thereafter as said matter may be reached, at which time and place any person desiring to be heard shall be given an opportunity to be so heard.

Bernadette Dugan, RMC/CPM

Municipal Clerk